



**EXPRESSION OF INTEREST FOR PROVISION OF ORGANIZATIONAL DESIGN, JOB EVALUATION,
GRADING AND COMPENSATION CONSULTING SERVICES FOR TRINITY METALS LTD**

Background

Trinity Metals Ltd, comprising Rutongo Mine, Nyakabingo Mine and Musha Mine, invites Expressions of Interest from qualified and locally registered consulting firms to provide organizational design, job evaluation, grading and compensation consulting services.

As part of its continued organizational development and growth, Trinity Metals seeks to strengthen its organizational design, grading framework, remuneration structure and associated governance processes to ensure consistency, internal equity, market competitiveness and long-term sustainability across the Group.

The successful consultant will be expected to support Trinity Metals in reviewing its current organizational structures, job evaluation framework, grading architecture and compensation practices, while developing governance mechanisms that will enable the organization to sustainably manage these processes going forward.

Scope of Services

The successful consultant will be expected to demonstrate capability in the following areas:

- Organizational design and organizational structure review
- Job evaluation and grading
- Compensation and salary benchmarking
- Salary structure design and remuneration framework development
- Internal pay equity analysis
- Governance frameworks relating to:
 - Job evaluation
 - Organizational structures
 - Promotions
 - Grade changes
 - Salary adjustments
- Development of supporting policies, procedures and implementation guidelines
- Knowledge transfer and training of designated Trinity Metals representatives

A detailed Scope of Work will be issued to shortlisted firms invited to participate in the tender process.

Eligibility Requirements

Interested firms should:

- Demonstrate experience in organizational design, job evaluation and grading assignments
- Demonstrate experience in compensation benchmarking and remuneration framework development



- Demonstrate experience developing governance frameworks relating to organizational structures and compensation
- Demonstrate experience undertaking similar assignments for medium to large organizations
- Demonstrate relevant experience within Africa. Experience within mining, industrial or manufacturing sectors will be considered an added advantage.

Submission Requirements

Interested firms should submit:

- Company profile
- Company registration documents
- Overview of relevant experience
- Summary of similar assignments completed within the last five years
- CVs of key consultants
- At least three client references

Expected deliverables:

The assignment is expected to produce, at minimum:

- Organizational diagnostic report
- Organizational structure review and recommendations
- Recommended job evaluation methodology
- Job evaluation framework and implementation guide
- Job architecture framework
- Revised grading structure
- Grade definitions and progression principles
- Salary benchmarking report
- Internal equity and pay gap analysis
- Recommended salary structure, including minimum, midpoint and maximum ranges by grade
- Salary administration guidelines
- Compensation governance framework
- Organizational structure governance framework
- Approval matrix for new roles, restructuring, promotions, grade changes and salary adjustments
- Job Evaluation Committee framework and training materials
- Implementation roadmap with recommended timelines and priorities

Evaluation Process

Following evaluation of the Expressions of Interest received, shortlisted firms will be invited to participate in a formal tender process and will receive the detailed Scope of Work together with the Request for Proposal (RFP).

Submission



Expressions of Interest should be submitted electronically to tender@trinity-metals.com by not later than **July 15th, 2026 at 11:00AM** Kigali time. Expressions of interest received after 11:00AM will unfortunately not be considered. Further discussion will be undertaken with selected respondents to prove the competence of the bidder and thereafter an invitation to tender will be provided to the bidder.